

# DRAFT ONLY – DO NOT APPLY

## South Dakota Teacher Compensation Assistance Program (TCAP)

### Introduction

The intent of the Teacher Compensation Assistance Program (TCAP) is to assist local school districts in enhancing teacher compensation in order to build its educator base through targeted recruitment, retention and training. This program is defined by the following objectives:

- Improve teacher salaries across the State of South Dakota;
- Compensate teachers or teacher groups based on district goals and priorities;
- Compensate teachers based on market need

Please read and complete the following TCAP application form carefully, with attention to information and instruction preceding each section. The first round application deadline for the submission of the form is \_\_\_\_\_. A second round of applications for those who wish to submit plans at a later date, will occur late summer 2007. The form must be submitted in electronically. The access the TCAP application online (instructions in development

### Program Considerations:

*Keep in mind the following parameters when planning the development and implementation of your TCAP program.*

The overarching objective of the TCAP program is to provide funds to directly enhance teacher compensation. District proposals should supplement current teacher compensation. District plans should be developed with consideration of the following guidelines.

- a. TCAP funds may only be distributed to certified instructional staff (**defined by Administrative Rule 24:54:01: as classroom teachers and school service specialists**)
- b. District plans must focus on meeting district goals and/or a plan to enhance teacher compensation through market compensation strategies
- c. Compensation programs must supplement and not supplant local salary policy
- d. Matching funds must be taken from district General Funds.
- e. District proposals may not use TCAP funds for the following purposes. This list may not be inclusive of all scenarios under this program:
  - for the purpose of providing substitute teachers
  - to contract with outside vendors for professional development services
  - to provide benefits payments to teachers
  - for base salaries of new personnel
  - to equally divide compensation to all teachers in the salary schedule

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## APPLICATION FORM

### **PART I: District Information:**

*Include all of the following general district information*

- District Name:
- Superintendent:
- Business Official:
- Mailing Address:
- District Telephone:
- Name, phone number and email address of TCAP point of contact:

### **PART II: Program Budget Summary**

Describe the means by which the district will match \$1 for every of \$4 state funds. Include a detailed budget describing the funds to be allocated for each activity of the district's TCAP plan. If the district's plan chooses to include both district instructional goals and a market compensation program indicate how much of the funds will be used for each.

**PART III: Program Description:** Include all of the following to describe the district's TCAP plan.

1. **PLAN DESCRIPTION:** Describe in detail the activities the district intends to pursue using TCAP funds to enhance teacher compensation. Be sure to indicate in describing the plan, whether the district intends to apply for funds for the purpose of meeting district instructional goals or market compensation or a combination of both. Plans should be developed for a period of time to cover the 2007-08 school year.
2. **GOALS / OUTCOMES:** Describe the goals or outcomes the district intends to meet in using TCAP funds.
3. **EVALUATION OF TCAP GOALS:** Describe how the district will evaluate whether or not the goals or objectives of the program have been met.

**Part V: Signature of Superintendent.** I verify the proposed TCAP application has been approved by the district'

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